

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Child and Family Services Agency



**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE PROCUREMENT**

CONTRACT NO: DCRL-2016-C-0120
CAPTION: Developmentally Disabled Services.
PROPOSED CONTRACTOR: Frontline Community Services
PROGRAM AGENCY: DC Child and Family Services Agency

FINDINGS

1. AUTHORIZATION:

27 DCMR 1702

2. MINIMUM NEED:

The Child and Family Services Agency has need of a vendor to provide Supported Developmental Disabled Services twenty-four (24) hours per day, seven (7) days a week to emotionally disturbed wards of Child and Family Services Agency (CFSA)

3. ESTIMATED REASONABLE PRICE:

\$33,000.00

4. FACTS THAT JUSTIFY SOLE SOURCE PROCUREMENT:

CSFA is tasked with protecting the Children and Families of the District of Columbia, and as such seeks a contractor to provide developmentally disable residential service (Supported Living) with a 24-hour staffing supports to address their adaptive living skills which includes personal living skills, home living skills, community living skills, and employment skills. Frontline also follow the Behavior Support Plan guidelines of the psychologist to manage any target behavior. Nursing, monitoring and medication administration supports will also be given to the person needing such care. Based on the initial assessment of the CFSA client, the Consultants request for Nutrition, Speech, Occupational and Physical Therapy services will also be required. Frontline Community Services is best able to coordinates such services.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete.

Date

Director, CFSA

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Agency Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Agency Contracting Officer